



FIRST THINGS FIRST

Ready for School. Set for Life.

PUBLIC NOTICE OF MEETING OF THE

Arizona Early Childhood Development & Health Board

Northwest / Southwest Maricopa Regional Partnership Councils

Cross Regional Parent Awareness Subcommittee

Pursuant to A.R.S. §8-1194(A) and A.R.S. §38-431.02, notice is hereby given to the members of the First Things First - Arizona Early Childhood Development & Health Board, Northwest Maricopa Regional Partnership Council members, Southwest Maricopa Regional Partnership Council members, and to the general public that the *Cross Regional Parent Awareness Subcommittee will hold a Meeting open to the public on Monday, March 9, 2015 beginning at 11:00 a.m. The meeting will be held at the First Things First Peoria Regional Office, 14050 N. 83rd Ave, Bldg. A-140, Peoria, Arizona 85381.* Members of the Subcommittee may elect to attend telephonically.

Pursuant to A.R.S. § 38-431.03(A)(1), A.R.S. § 38-431.03(A)(2) and A.R.S. § 38-431.03(A)(3), the Committee may vote to go into Executive Session in order to discuss personnel items, records exempt from public inspection, and/or to obtain legal advice regarding any matter on this agenda which will not be open to the public.

The Committee may hear items on the agenda out of order. The Committee may discuss, consider, or take action regarding any item on the agenda. The Committee may elect to solicit public comment on certain agenda items.

The agenda for the meeting is as follows:

- | | |
|--|---------------------------|
| 1. Welcome and Call to Order | Dr. Carlian Dawson, Chair |
| 2. Overview of Efforts to Date (<i>Discussion</i>)
<i>Attachments 1-3</i> | Subcommittee Members |
| 3. Identify Needs and Resources Moving Forward (<i>Discussion</i>) | Subcommittee Members |
| 4. Next Steps | Dr. Carlian Dawson, Chair |
| 5. Adjourn | Dr. Carlian Dawson, Chair |

A person with a disability may request a reasonable accommodation such as a sign language interpreter by contacting Christina Lyons, Northwest Maricopa Regional Director, Arizona Early Childhood Development and Health Board, 14050 North 83rd Avenue, Bldg. A-140, Peoria, Arizona, 85381, telephone (602) 771-4961. Requests should be made as early as possible to allow time to arrange the accommodation.

Dated this 2nd day of March, 2015.

ARIZONA EARLY CHILDHOOD DEVELOPMENT & HEALTH BOARD

Northwest Maricopa Regional Partnership Council

Christina Lyons, Regional Director

Southwest Maricopa Regional Partnership Council

Eric Santiago, Regional Director



FIRST THINGS FIRST

Ready for School. Set for Life.

**Northwest / Southwest Maricopa Regional Partnership Councils
Cross Regional Parent Awareness Subcommittee**

February 9, 2015

9:00am

First Things First Peoria Office

14050 North 83rd Avenue, Bldg. A-140, Peoria, Arizona 85381

Meeting Minutes

Welcome and Call to Order

Carlian Dawson called the meeting to order at 0950.

Members in attendance: Carlian Dawson, Janelle Radoccia, Amanda Reyes

Staff in attendance: Victoria Bray, Christina Lyons, Juan Marquez, Eric Santiago

Overview of Efforts to Date

Subcommittee members reviewed the event matrix. Tasks were assigned to members. Member Dawson agreed to be responsible for recruiting speakers for the event. Member Radoccia agreed to be responsible for the design and development of a “Save the Date” card for the event, and to share the vendor recruitment/commitment form used by her agency at the next meeting. Member Reyes agreed to be responsible for the Kid Zone. The development of a marketing plan was assigned to the Outreach Coordinators Bray and Marquez. Regional Director Lyons agreed to be responsible for developing a sponsorship and solicitation letter. Regional Director Santiago accepted responsibility for reviewing the First Things First childcare policy and reporting out at next meeting.

Identify Needs and Resources Moving Forward

Resources identifies as needed in moving forward include collaborators, an event budget, logistical information on using the Pendergast Family Resource Center and the adjoining park-splash pad. Regional Director Lyons will invite Lourdes Rood to next meeting to discuss the logistics of holding an event at the Pendergast Family Resource Center. In addition, all members agreed to invite interested/potential collaborators to next planning meeting.

Develop Implementation Plan

Subcommittee agreed that time would be allotted at the next meeting to develop an event budget and an implementation plan for moving forward.

Next Steps

Next meeting of the subcommittee is to be on Monday, March 9, 2015 at 11am.

Adjourn

Meeting adjourned at 11:02am

ATTACHMENT 2: Event Matrix



West Valley – Big Event for Little Kids
Saturday, October 17, 2015
10:00am – 2:00pm
Pendergast Family Resource Center
10550 W Mariposa, Phoenix, AZ 85037

In the matrix below – identify ideas, questions, needs, etc. for the identified topics. (I entered examples.)						
Logistics	Speakers	Vendors	Marketing / Outreach	Entertainment	Volunteers Needed	Potential Collaborators
Confirm space availability/reservation.	How many speakers will be needed?	FTF Grantees	Develop marketing plan.	Radio Disney	How many will be needed?	Expect Move
Identify number of rooms for speakers. In addition, room capacity and technology.	Topics?	Water safety	Print materials	Cooking Demos	Set up / clean up	Read On
Event set-up – inside and outside. (e.g. access to power, garbage cans, restrooms, tables, chairs, awnings, etc.)	New directions – brain development and developmental milestones	Car seat check	Press releases	Kids Zone	Volunteer training	Pendergast
Parking / Traffic Control	Early Childhood Nutrition	Sensory screenings	Media spots	Fire Trucks	Tasks / Assignments	Cities of Phoenix, Avondale, Glendale
Childcare	Choosing quality childcare	Book Drive	Cost/funding for marketing?	Local clubs – cheerleading/karate	Greeters	APS
Sponsors?	Financial? – saving for college/teaching children to save	Farmers Market	Signs / Banners	Local sports demos	3C Youth Project, Estrella Community College, Key Clubs, Greater Levels	Local car dealers
Stroller Parking	Kindergarten readiness	Fingerprinting	West Valley View	Raffle?	Volunteer Recognition	Hickman Farms
Facility Maintenance –	How to finance preschool	City of Phx	Survey (marketing/outreach)	Bike Rodeo		Snyder’s Pretzels
Police	Parenting 101	Local business?	Develop save the date	Container gardening		Kick-Ass Hot Sauce
Greeters	Child Abuse Prevention	MIHS		WV Puppet theater		West Valley View
Survey (marketing/outreach)	Early Childhood literacy	MOPS		Fire trucks		Verado

[illegible]



Ready for School. Set for Life.

Requirements for On Site Child Care

Definition: On-site child care refers to child care that occurs in a facility or setting where the parents, guardians or caregivers of the children are on site for a designated purpose and remain on the premises while their children are cared for.

Although on-site child care settings are not expected to obtain a license, the **Requirements for On Site Child Care** are written to ensure high quality and to be in alignment with Arizona Department of Health Services Child Care Licensing regulations.

1. At least one adult left alone with the children must have current CPR and First Aid certification.
2. All adults working with the children must have:
 - a valid Level One Fingerprint Clearance Card that has been verified by the Arizona Department of Public Safety. A Level One Fingerprint Card can be obtained by completing a Criminal History Affidavit and an application for a Fingerprint Clearance Card, checking the box that says DHS Child Care Facility Licensure (ARS 36- 882). The cost of fingerprinting can be covered by the grantee/program. To obtain or verify a fingerprint card, more information can be found at: <http://www.azdps.gov/Services/Fingerprint/>
 - at least 6 months of experience in caring for young children as defined and verified by the grantee.
 - Mandated Reporting of Child Abuse training is completed before providing child care. http://www.childhelpinfocenter.org//index.php?option=com_content&task=view&id=135&Itemid=164
3. Children must be signed in and out of the on-site child care by the parent, guardian or caregiver that brings them to the site. The grantee must retain sign in and out sheets for 5 years with contract documentation.
4. All adults providing on-site child care must be in the same room as the children and supervise (see and hear) children at all times.
5. All adults who provide on-site child care should receive an initial orientation that covers the following:

- Caring for children in developmentally appropriate ways;
 - Creating high quality learning environments and activities for children;
 - Interacting in age and developmentally appropriate ways with children,
 - Positive methods of child guidance;
 - Hand washing techniques;
 - Diapering techniques and toileting, if assigned to diaper changing duties;
 - Food service, sanitation, and storage, if applicable
 - Recognition of signs of illness and infestation;
 - Child abuse or neglect detection, prevention, and reporting;
 - Accident and emergency procedures;
 - Sun safety policies and procedures;
 - Safety in outdoor activity areas, if applicable;
6. The number of children in each group is limited different by age*. The ratios are as follows: * **when there are mixed ages, follow the ratio for the youngest child**
- infants (1:4)
 - toddlers (1:4)
 - preschoolers (1:8)
7. Follow proper hand washing techniques (attached), all adults and children wash their when they arrive at the site, after using the bathroom, before and after changing diapers, and before and after eating.
8. If nutritious snacks are provided by the program, they must be approved by the parents, guardians or caregivers and align with the attached meal pattern requirements.
9. Positive techniques, such as redirection and calm, verbal, responsive language is used at all times to guide children's behavior. Adults model expected behavior and utilize positive verbal guidance that is respectful towards children, labels and validates children's feelings, and clarifies the reasons and explanations for expected behaviors. Adults actively listen to children and respond in a sensitive manner. Yelling, spanking or other negative forms of discipline or punishment is prohibited.
10. A sufficient supply of age-appropriate toys, materials, and equipment that are too large for a child to swallow and free from sharp edges and points, , are organized and available at all times, including:
- Art supplies;
 - Books;
 - Rubber or soft plastic balls;
 - Puzzles and toys to enhance manipulative skills;

- Blocks;
 - Washable soft toys and dolls;
 - Musical instruments; and
 - Indoor and outdoor equipment to enhance large muscle development; indoor and outdoor play areas are clean, safe and free from hazards.
11. There is a plan for notifying the child's parent, guardian or caregiver when a diaper change is needed and there is a clean and safe place designated for the parent to change diapers that can be cleaned and sanitized after each use. Proper diapering procedures are posted in the designated changing area.
12. Parents, guardians or caregivers are immediately notified if a child is injured, sick or lost.
13. There is a first aid kit, available to adults but inaccessible to children, on facility premises that contains first aid supplies in a quantity sufficient to meet the needs of the enrolled children including the following:
- Sterile bandages including:
 - Adhesive bandages of assorted sizes,
 - Sterile gauze pads, and
 - Sterile gauze rolls;
 - Antiseptic solution or sealed antiseptic wipes;
 - A pair of scissors;
 - Adhesive tape;
 - Single-use, non-porous gloves; and
 - Reclosable plastic bags of at least one-gallon size.
14. Emergency phone numbers and any known allergies or special health care needs are documented for each child upon signing in.

Handwashing:



Meal Patterns:

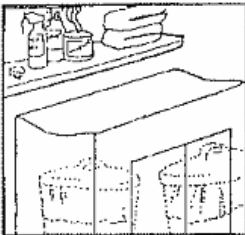
TABLE OF MEAL PATTERN REQUIREMENTS FOR CHILDREN			
Food Components	Ages 1 through 2 years	Ages 3 through 5 years	Ages 6 and Older
Breakfast: 1. Milk, fluid 2. Vegetable, fruit, or full-strength juice 3. Bread and bread alternates (whole grain or enriched): Bread or cornbread, rolls, muffins, or biscuits or cold dry cereal (volume or weight, whichever is less) or cooked cereal, pasta, noodle products, or cereal grains	1/2 cup 1/4 cup 1/2 slice 1/2 serving 1/4 cup 1/4 cup	3/4 cup 1/2 cup 1/2 slice 1/2 serving 1/3 cup 1/4 cup	1 cup 1/2 cup 1 slice 1 serving 3/4 cup 1/2 cup
Lunch or Supper: 1. Milk, fluid 2. Vegetable and/or fruit (2 or more kinds) 3. Bread and bread alternates (whole grain or enriched): Bread or cornbread, rolls, muffins, or biscuits or cold dry cereal (volume or weight, whichever is less) or cooked cereal, pasta, noodle products, or cereal grains 4. Meat or meat alternates: Lean meat, fish, or poultry (edible portion as served) or cheese or egg or cooked dry beans or peas* or peanut butter, soy nut butter, or other nut or seed butters or peanuts, soy nuts, tree nuts, or seeds or an equivalent quantity of any combination of the above meat/meat alternates or yogurt	1/2 cup 1/4 cup total 1/2 slice 1/2 serving 1/4 cup 1/4 cup 1 oz. 1 oz. 1/2 egg 1/4 cup 2 tbsp** 1/2 oz.** 4 oz.	3/4 cup 1/2 cup total 1/2 slice 1/2 serving 1/3 cup 1/4 cup 1 1/2 oz. 1 1/2 oz. 3/4 egg 3/8 cup 3 tbsp** 3/4 oz.** 6 oz.	1 cup 3/4 cup total 1 slice 1 serving 3/4 cup 1/2 cup 2 oz. 2 oz. 1 egg 1/2 cup 4 tbsp** 1 oz.** 8 oz.

Snack: (select 2 of these 4 components)*** 1. Milk, fluid 2. Vegetable, fruit, or full-strength juice 3. Bread and bread alternates (whole grain or enriched): Bread or cornbread, rolls, muffins, or biscuits or cold dry cereal (volume or weight, whichever is less) or cooked cereal, pasta, noodle products, or cereal grains 4. Meat or meat alternates: Lean meat, fish, or poultry (edible portion as served) or cheese or egg or cooked dry beans or peas* or peanut butter, soy nut butter, or other nut or seed butters or peanuts, soy nuts, tree nuts, or seeds or an equivalent quantity of any combination of the above meat/meat alternates or yogurt	1/2 cup 1/2 cup 1/2 slice 1/2 serving 1/4 cup 1/4 cup 1/2 oz. 1/2 oz. 1/2 egg 1/8 cup 1 tbsp 1/2 oz. 2 oz.	1/2 cup 1/2 cup 1/2 slice 1/2 serving 1/3 cup 1/4 cup 1/2 oz. 1/2 oz. 1/2 egg 1/8 cup 1 tbsp 1/2 oz. 2 oz.	1 cup 3/4 cup 1 slice 1 serving 3/4 cup 1/2 cup 1 oz. 1 oz. 1/2 egg 1/4 cup 2 tbsp 1 oz. 4 oz.
<p>* In the same meal service, dried beans or dried peas may be used as a meat alternate or as a vegetable; however, such use does not satisfy the requirement for both components.</p> <p>** At lunch and supper, no more than 50% of the requirement shall be met with nuts, seeds, or nut butters. Nuts, seeds, or nut butters shall be combined with another meat or meat alternative to fulfill the requirement. Two tablespoons of nut butter or one ounce of nuts or seeds equals one ounce of meat.</p> <p>*** Juice may not be served when milk is served as the only other component.</p>			

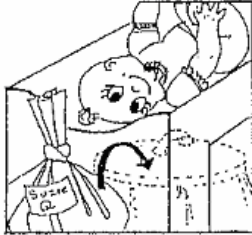
Diaper Changing:

DIAPER CHANGING


A child's diaper shall be changed as soon as it is soiled.



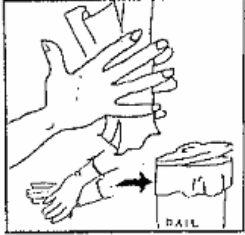
1. Diaper change surface shall be nonabsorbent, seamless and smooth, and kept clear of items not required for diaper change.
Wash hands with antibacterial soap and water. **WASH AWAY GERMS** before each diaper change! Put on disposable gloves.




2. Place child on surface. Remove soiled diaper/clothing. Place soiled diaper into a covered, plastic lined container. Place soiled clothing into a labeled plastic bag and keep in a plastic lined container (for this purpose only) until pick-up.



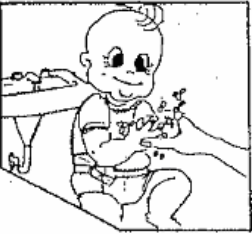
3. Clean child's bottom with disposable wipe. Throw soiled wipe into the soiled diaper container.




4. Remove Gloves and throw away in the soiled diaper container. Use disposable wipe to further clean your hands, if needed. (Limit touching the environment or supplies with gloved hands.)



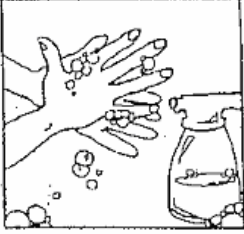
5. After removing the contaminated gloves, put a clean diaper on the child and dress the child.



6. Wash the CHILD'S hands (regardless of age) with running water and antibacterial soap. Return the child to the activity area or crib.



7. Clean the diaper changing area with soap and water, and sanitize with bleach solution, using single use papertowels.



8. Wash YOUR hands with antibacterial soap and water. **WASH AWAY GERMS!** Be sure to note the diaper change on the dated log.

C:\Documents and Settings\BENKERM\My Documents\My Web\AL Schools\com\img\Diaper Changing Procedures chart (1-07).doc